

 <p>Co-funded by the Erasmus+ Programme of the European Union</p>	<p>European Commission Education, Audiovisual and Culture Executive Agency (EACEA)</p>	<p>Erasmus+ EU Programme 2014-2020 Key Action 3 – Support for Policy Reform Joint Qualifications in Vocational Education and Training Call for proposal EACEA 27/2017 Project Number 597814-EPP-1-2018-1-IT-EPPKA3-VET-JQ</p>
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**WINEVET** - European cooperation among VET providers, agricultural enterprises, sectoral/professional organisations, and relevant qualification authorities, to increase employability of youths and highly skilled, qualified and mobile workforce, by developing the joint VET qualification “Winemaker Specialist”

Erasmus+ EU Programme 2014-2020  
Key Action 3 – Support for Policy Reform - Joint Qualifications in Vocational Education and Training  
Call for proposal EACEA 27/2017  
Reference Number of the Project: 597814-EPP-1-2018-1-IT-EPPKA3-VET-JQ

## Work Package 9 – Dissemination and exploitation of project results

### Infopack 4

#### Deliverable 37

### **Umbrian-Macedonian post-secondary joint VET qualification “Winemaker Specialist”: the joint curriculum complementing the transnational qualification profile**

*February 2020*

**This project has been funded with support from the European Commission. This publication / communication reflects the views only of the author, and the Commission cannot be held responsible for any use that may be made of the information contained therein.**



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## **Premise: main features of Work Package 5 and related Deliverable 12**

The self-evident title "Designing the joint curriculum complementing the transnational qualification profile of the Umbrian-Macedonian post-secondary joint VET qualification Winemaker Specialist" of the Work Package 5, it clearly introduces to the content of this fourth implementation step of the WINEVET project, following the preparatory researches about professional and learning field in wine production segment of agricultural sector in Macedonian NQF and in Umbrian RQF, and on relevant experiences and transferable good practices to support transnational joint VET qualifications based on ECVET (carried out within the Work Package 2), the design of the qualification profile of the Umbrian-Macedonian post-secondary joint VET qualification "Winemaker Specialist" (realised within the Work Package 3), the definition and formalisation of the Memorandum of Understanding - MoU ECVET establishing the transnational qualification profile for the post-secondary Umbrian-Macedonian joint VET qualification "Winemaker Specialist", and the cooperation structure to ensure transparency, comparability, quality, and mutual recognition of the qualification (carried out within the Work Package 4).

More in particular, in the context of the main objective of the project WINEVET (to prepare and set up the higher-level joint Umbrian-Macedonian VET qualification "Winemaker Specialist"), the Work Package 5 includes the activities aimed to design the joint curriculum complementing the transnational qualification profile of the Umbrian-Macedonian post-secondary joint VET qualification "Winemaker Specialist".

The definition of the curriculum proceeded taking into account the perspective of the endorsement of the training standard within the concerned territorial contexts and learning systems (particularly, National and Regional Qualification Frameworks) in each participating country, i.e. considering both the standard competence elements common to all involved countries, and the subsidiary competence elements specific for each country established by the MoU ECVET (cfr. Work Package 4), as well as - considering that the curriculum is to be applied in diverse European countries characterised by significant differences among the learning systems in which the learning will take place - the diverse national/regional VET specificities about ways of accessing certificate, validation of formal, non-formal and informal learning, procedures and qualification bodies, included already existing in national/regional/sectoral contexts procedures for assessment, transfer, validation and accumulation of learning outcomes achieved in formal, informal and non-formal contexts, and also on flexible devices for validation, transfer and recognition of learning outcomes.

The joint curriculum clarifies the training strategy to reach the learning outcomes with a strong work-based learning component, and supporting learner mobility.

The joint curriculum is defined in terms of Training Units, having a 1:1 ratio with the Learning Outcomes Units detailed in the joint qualification profile previously designed (cfr. Work Package 3), and established at transnational level by MoU ECVET (cfr. Work Package 4).

For each training unit are designed the training modules and specified the training objectives, the minimum duration, the articulation between theoretical and practical learning, and the related ECVET credits (cfr. Part 1 - The design of the Training Units).

Learning activities of each training unit are also described (cfr. Part 2 - The detailed design of learning activities of each Training Unit) in detail in terms of specific tasks and exercises of the learners on field related topics, within both learning activities, and self-assessment and peer-evaluation, also including specification of training materials, teaching and learning methodological recommendations, and Open Educational Resources.

Two training units (in particular, "Communication in Macedonian", and Communication in Italian) are designed for application in learning mobility abroad (in Italian Umbria Region for the Macedonian VET learners, and in the Republic of North Macedonia for the Umbrian ones).

The curriculum foresees 480 hours of training, articulated in 164 hours of theoretical training, and 316 hours of practical training, included 80 hours of theoretical and practical training for applying the MoU ECVET provisions relating to the units of learning outcomes specific for Italian Umbria Region, and for the Republic of North Macedonia.

Starting from the fourth Consortium meeting of the WINEVET project (Skopje - Republic of North Macedonia, 24 October 2019), the partnership shared the set-up and the development of the curriculum design, collaborating at transnational level also through Skype meetings, under the management, coordination and scientific guidance of the applicant.

The joint curriculum, designed with the contribution of each partner (included contributions relating to specific national and regional subsidiary factors), was assembled by the applicant in an integrated draft, discussed and validated by all the partners during the fifth Consortium meeting (Todi - Italy, 21 February 2020), and then made accessible:

- in the working area open to key actors and users involved in project activities, and in the public open area of the project website ([www.winevet.eu](http://www.winevet.eu)), with interactive media and web 2.0, as well as social media and mobiles applications;
- as information package, i.e. synthetic version for dissemination, on paper and USB key (Info-Pack 4 - Umbrian and Macedonian post-secondary joint VET qualification Winemaker Specialist: the joint curriculum and the training strategy to reach learning outcomes with strong work-based learning, and learner mobility), addressed to people attending to transnational and territorial multiplier events to be held during the project in Umbria and Republic of North Macedonia.

This Deliverable 12, self-evidently titled "Umbrian-Macedonian post-secondary joint VET qualification Winemaker Specialist: the joint curriculum complementing the transnational qualification profile", it provides a complete overview on results of the implementation activities realised within the Work Package 5 of the WINEVET project. The integral version of the product is published in English, while the synthetic version for dissemination (Info-pack 4) is published in the other languages of the partnership of the partnership (Italian, and Macedonian).

## Part 1 - The design of the Training Units

### Section A:

#### Training Units corresponding to standard competence elements common to Republic of North Macedonia and Umbria Region

<i>Training Units and related Training Modules</i>	<i>Training objectives</i>	<i>Minimum duration (theory and practice hours)</i>	<i>ECVET Credits</i>
<b>1 (A) - Definition of the strategies of the winemaking enterprise</b>	<b>Acquisition of the Competence / Learning Outcomes Unit "To define the strategies of the winemaking enterprise"</b>	<b>40</b> (Theory 16 + Practice 24)	<b>5</b>
1.1 (A) - How to analyse the wine market	<p>Acquisition of the knowledge and skills needed to analyse the wine market.</p> <p>Knowledge:</p> <ul style="list-style-type: none"> <li>- Principles and tools for the market analysis (market segmentation, dimensions of market analysis, market size, market trends, market growth rate, market opportunity, market profitability, cost structure, distribution channels, success factors, competitive analysis, environmental analysis, target audience analysis, SWOT analysis, etc.)</li> <li>- Marketing in wine market: domestic (national and local) and international (European and extra-European) features and characteristics of the business of producing wine, in particular trends in wine sector and food industry, sectoral macroeconomics, major operators and sector leaders' strategies, sectoral market dynamics, sectoral regulations and operational policies</li> </ul> <p>Skills:</p> <ul style="list-style-type: none"> <li>- To position the own enterprise with respect to reference competitive system, paying attention to the market trends: to evaluate the context in which operates the own winemaking enterprise, identifying and analysing the useful variables for comprehending the current state and the possible evolution of the market (market trends and size, competitors, target); to estimate the production capacity of the own enterprise, analysing the winery both from the point of view of the structure (institutional and organisational set-up) and from the available resources point of view (human, structural, and financial resources)</li> </ul>	16 (Theory 8 + Practice 8)	2
1.2 (A) – How to define the strategic plan of the winemaking enterprise	<p>Acquisition of the knowledge and skills needed to define the strategies of the winemaking enterprise.</p> <p>Knowledge:</p> <ul style="list-style-type: none"> <li>- Principles and tools for the definition of the strategic plan of the enterprise (strategic planning approaches and models e.g., Conventional Strategic Planning, Issues-Based Strategic Planning, Organic Strategic Planning, Real-Time Strategic Planning, Alignment Model of Strategic Planning, Inspirational Model of Strategic Planning, Balanced Score Card, etc.)</li> </ul> <p>Skills:</p> <ul style="list-style-type: none"> <li>- To participate in defining policies and strategies coherent with the carried-out analysis: to define the</li> </ul>	24 (Theory 8 + Practice 16)	3

	relation logics with the market demand, and the characteristics of the supply (type of products, of markets and clients, of marketing, promotion and relation policies, etc.); to define the investments in resources, and the needed development actions, evaluating their economic viability and sustainability		
<b>2 (A) - Cellar management</b>	<b>Acquisition of the Competence / Learning Outcomes Unit "To manage the procurement and primary processing of grapes, the technological process of production, bottling, packaging and storage of white, rose, red and sparkling wine"</b>	<b>240</b> (Theory 80 + Practice 160)	<b>30</b>
2.1 (A) - How to manage the procurement and primary processing of grapes	Acquisition of the knowledge and skills needed to manage the procurement and primary processing of grapes. Knowledge: - Different grape varieties as raw material for processing of wine and health condition of the grapes. Skills: - To check the quantity and quality of the grapes for the production of quality wine. - To control the health of the grapes	40 (Theory 16 + Practice 24)	5
2.2 (A) – How to manage the technological process of production, bottling, packaging and storage of white, rose, red and sparkling wine	Acquisition of the knowledge and skills needed to define the technological process of production, bottling, packaging and storage of white, rose, red and sparkling wine. Knowledge: - Order for turning on and off the machines and equipment - Process control instruments - Procedures for maintaining the hygiene of the equipment and devices, before and after the completion of the work - Optimum temperature and pressure in the vessels - Process of alcohol fermentation, i.e. the transformation of sugars into alcohol and other parameters. - Process of preparation and hygiene of the vessels before filling - Meaning of the wine level in the vessels and the need for dropping or disembarking the level of the vessels - Prescribed procedures for the use and preparation of oenological resources - Organoleptic characteristics of the wine in the process of care and storage) Skills: - To monitor and control the hygiene and correctness of the vessels and equipment in the process of fermentation and distillation. - To control the correctness of the instruments and parameters in the production processes. - To identify separate defects in equipment and devices - To control the process of converting sugar into alcohol, or the process of alcoholic fermentation. - To control the organoleptic characteristics of the wine in the process of care and storage.	200 (Theory 80 + Practice 120)	25

	<ul style="list-style-type: none"><li>- To control the use of oenological resources, in accordance with the prescribed procedures and procedures.</li><li>- To control the parameters for the proper running of the procedure for obtaining a quality and safe product.</li><li>- To provide optimum conditions for storing and storing wine according to type and style.</li></ul>		
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<b>3 (A) - Implementation of OHS measures in the wine cellar</b>	<b>Acquisition of the Competence / Learning Outcomes Unit "To ensure the implementation of the measures for safety and health at work in the wine cellar"</b>	<b>32</b> (Theory 12 + Practice 20)	<b>4</b>
3.1 (A) - How to implement the measures for safety and health at work in the wine cellar	<p>Acquisition of the knowledge and skills needed to implement the measures for safety and health at work in the wine cellar.</p> <p>Knowledge:</p> <ul style="list-style-type: none"> <li>- Control of closed air-conditioned rooms (premises for care and storage of wine, grinder, warehouse);</li> <li>- Rooms with danger of alcohol poisoning in enclosed type fermentation units, constructed with hard construction, whether surface or underground (ventilation is required);</li> <li>- Safety outside in all weather conditions (reception and processing of grapes during harvesting, loading and unloading of wine).</li> <li>- Safety on vertical scales and height-oriented horizontal paths (a series of more connected tanks for fermentation or for storing wine).</li> </ul> <p>Skills:</p> <ul style="list-style-type: none"> <li>- To control the use of protective equipment and takes care of safety and health at work</li> <li>- To control the critical control points in the production process</li> <li>- To provide first aid in case of injuries or poisoning</li> </ul>	32 (Theory 12 + Practice 20)	4

<b>4 (A) - Compliance management</b>	<b>Acquisition of the Competence / Learning Outcomes Unit "To manage compliance between physical stocks, and inventory data of the winemaking enterprise"</b>	<b>24</b> (Theory 8 + Practice 16)	<b>3</b>
3.1 (A) - How to manage compliance between physical stocks, and inventory data of the winemaking enterprise	<p>Acquisition of the knowledge and skills needed to manage compliance between physical stocks, and inventory data of the winemaking enterprise.</p> <p>Knowledge:</p> <ul style="list-style-type: none"> <li>- Principles of warehouse accounting</li> <li>- Regulatory framework on inventory issues</li> <li>- Regulatory framework on traceability of food products</li> <li>- Company procedures relating to warehouse accounting, inventory, and traceability of wine products</li> <li>- IT tools for storage management</li> </ul> <p>Skills:</p> <ul style="list-style-type: none"> <li>- To monitor the stock of products of the winemaking enterprise, and to carry out the wine production inventory, ensuring traceability of the products: to take over, in qualitative and quantitative terms, the production of both bulk and bottled wine, and the related movements and losses; to record on company database, utilising IT tools for storage management, the counts of bulk and bottled wine inventory, and of related movements and losses; to verify the compliance between the physical stock of wine production, and the inventory data, also identifying the cause of any discrepancy.</li> <li>- To monitor and carry out the inventory of the stock of wine packaging and cellar materials: to record on company database, utilising IT tools for storage management, the purchasing counts of wine packaging and cellar materials; to verify the compliance between the physical stock of wine packaging and cellar materials, and the inventory data, also identifying the cause of any discrepancy.</li> </ul>	24 (Theory 8 + Practice 16)	3

<b>5 (A) - Staff management</b>	<b>Acquisition of the Competence / Learning Outcomes Unit "To manage the staff of the winery"</b>	<b>32</b> (Theory 12 + Practice 20)	<b>4</b>
5.1 (A) - How to manage the staff of the winery	<p>Acquisition of the knowledge and skills needed to manage the staff of the winery.</p> <p>Knowledge:</p> <ul style="list-style-type: none"> <li>- Management of available time and resources</li> <li>- Concept of group, position, role, individual and collective behaviours, group dynamics, organisational climate</li> <li>- Modalities for assigning tasks, transmission of orders, intervention in situations of non-compliance and conflict</li> <li>- Communication elements and techniques</li> <li>- Spontaneous behaviours in stress situations, and modalities for addressing and managing them</li> <li>- Elements of human resources management: selection process, development and evaluation, and staff training</li> </ul> <p>Skills:</p> <ul style="list-style-type: none"> <li>- To plan the working activities of the collaborators of the winery</li> <li>- To analyse the planned production activities and to evaluate the workloads</li> <li>- To plan the own working activities, considering total workload and priorities, and evaluating possible need of support provided by collaborators</li> <li>- To manage the available professional resources of the winery, identifying and assigning tasks and responsibilities taking account of skills and workloads of collaborators, supporting them in carrying out of assigned tasks, controlling the completion of assigned tasks and evaluating the professional performances, and the quality of production process</li> <li>- To facilitate the relation with and among the collaborators of the winery, favouring exchange of opinions and communication</li> <li>- To identify the professional and skills needs of the winery, supporting both finding and selection of professional resources, and planning and realisation of training addressed to staff</li> </ul>	32 (Theory 12 + Practice 20)	4

<b>6 (A) - Quality system management</b>	<b>Acquisition of the Competence / Learning Outcomes Unit "To manage the quality system of the winery"</b>	<b>32</b> (Theory 12 + Practice 20)	<b>4</b>
3.1 (A) - How to manage the quality system of the winery	<p>Acquisition of the knowledge and skills needed to manage the quality system of the winery.</p> <p>Knowledge:</p> <ul style="list-style-type: none"> <li>- Quality management issues within a production process, particularly within winemaking</li> <li>- Concept of promised, provided, expected, and perceived quality, particularly in winemaking</li> <li>- Operational conditions for the evaluation of the quality of a production process and related products, particularly of winemaking and wine</li> <li>- Regulatory framework on quality issues, in particular about winemaking production process and wine products</li> <li>- Principles and techniques for the evaluation of economic efficiency and cost-effectiveness</li> </ul> <p>Skills:</p> <ul style="list-style-type: none"> <li>- To evaluate the quality of the winemaking production process and of wine products</li> <li>- To interpret and to apply the regulatory framework on quality issues within the own specific context</li> <li>- To check that the obligations laid down by the law about winemaking production process and wine products are observed</li> <li>- To analyse the product, the production process, and its organisation</li> <li>- To check that the quality procedures of the winemaking enterprise are applied</li> <li>- To control compliance with minimum parameters of economic efficiency and cost-effectiveness (cost containment, financial balance, cash flow management)</li> <li>- To gather information on customer satisfaction</li> <li>- To identify critical situations, and to define improvement interventions</li> </ul>	32 (Theory 12 + Practice 20)	4

## Section B.1:

### Training Units corresponding to standard competence elements specific to Republic of North Macedonia

<i>Training Units and related Training Modules</i>	<i>Training objectives</i>	<i>Minimum duration (theory and practice hours)</i>	<i>ECVET Credits</i>
<b>1 (B.1) - Definition and management of work activities in compliance with the Macedonian labour law and knowledge of the provisions of laws and regulations governing the production and trade of wine</b>	<b>Acquisition of the Competence / Learning Outcomes Unit "To work as an employed or self-employed worker and to operate in accordance with the laws and other regulations with the professional activity of a Winemaker Specialist in the Republic of North Macedonia"</b>	<b>48</b> (Theory 16 + Practice 32)	<b>6</b>
1.1 (B.1) – How to manage work activities in compliance with the Macedonian labour law and knowledge of the provisions of laws and regulations governing the production and trade of wine	<p>Acquisition of the knowledge and skills needed to work as an employed or self-employed worker and to operate in accordance with the laws and other regulations with the professional activity of a Winemaker Specialist in the Republic of North Macedonia</p> <p>Knowledge:</p> <ul style="list-style-type: none"> <li>- Provisions of the Labour Law, namely, the characteristics of the most commonly used employment contracts for the work activities of employees and self-employed.</li> <li>- Provisions of the Law on Safety and Health at Work</li> <li>- Civil and criminal liability related to the activity of a Winemaker Specialist. Ethical and deontological aspects.</li> </ul> <p>Skills:</p> <ul style="list-style-type: none"> <li>- To define the contractual aspects of the work activity: to be able to confirm the relevance and accuracy of the employment contract compared to the work required</li> <li>- To apply the provisions of the Law on Safety and Health at Work in the production of wine</li> <li>- To know the rules and regulations governing the production and marketing of wine</li> <li>- To know and understand the specifications of the different professional roles that work in the agricultural sector and winemaking operations (reference activities, levels of responsibility, etc.), paying particular attention to his/hers own roles</li> <li>- To be able to identify his or her own strategy of sustainable professional activity as a Winemaker Specialist</li> </ul>	48 (Theory 16 + Practice 32)	6

<b>2 (B.1) - Communication in Macedonian</b>	<b>Acquisition of the Competence / Learning Outcomes Unit "To communicate in Macedonian (min. level B2 CEFR - Common European Framework of Reference for Languages)"</b>	<b>32</b> (Theory 8 + Practice 24)	<b>4</b>
2.1 (B.1) - Communication in Macedonian	<p>Acquisition of the knowledge and skills needed to communicate in Macedonian (min. level B2 CEFR - Common European Framework of Reference for Languages)</p> <p>Knowledge:</p> <ul style="list-style-type: none"> <li>- Knowledge of Macedonian language corresponding to level B2 CEFR (Common European Framework of Reference for Languages)</li> </ul> <p>Skills:</p> <ul style="list-style-type: none"> <li>- To use skills in Macedonian language corresponding to level B2 CEFR (Common European Framework of Reference for Languages) whilst exercising the professional activity</li> </ul>	32 (Theory 8 + Practice 24)	4

## Section B.2:

### Training Units corresponding to standard competence elements specific to Umbria Region

<i>Training Units and related Training Modules</i>	<i>Training objectives</i>	<i>Minimum duration (theory and practice hours)</i>	<i>ECVET Credits</i>
<b>Classroom welcoming and level placing</b>	<b>Presentation of the training course, integration among the participants, also considering the different professional experience and background</b>	<b>2</b> (Theory 1 + Practice 1)	<b>/</b>
<b>1 (B.2) - Practice of a profession as employed or self-employed worker</b>	<b>Acquisition of the Competence / Learning Outcomes Unit "To practise a profession as employed or self-employed worker in Italy"</b>	<b>24</b> (Theory 8 + Practice 16)	<b>3</b>
1.1 (B.2) - How to practise a profession as employed or self-employed worker	<p>Acquisition of the knowledge and skills needed to practise a profession as employed or self-employed worker.</p> <p>Knowledge:</p> <ul style="list-style-type: none"> <li>- Labour law, namely for the characteristics of most frequently used employment contracts for employed and self-employed work activities.</li> <li>- Principles on civil and criminal liability of the workers.</li> <li>- Elements of tax regulations, namely for the self-employed workers</li> <li>- Contractual, fiscal and social security aspects. Liability on accounting, according to the type of work practice.</li> </ul> <p>Skills:</p> <ul style="list-style-type: none"> <li>- To define the contractual aspects of a work activity: to verify the pertinence and the accuracy of the employment contract compared to the required work activity</li> <li>- To understand the fulfilments required for the proper enforcement of an employment contract for self-employed workers: to manage the compulsory procedures for the start-up of a work activity as self-employed worker; to manage the compulsory fiscal and social security fulfilment according to the type of work activity</li> </ul>	<b>24</b> (Theory 8 + Practice 16)	<b>3</b>

<b>2 (B.2) - Management of the professional activity of Winemaker Specialist</b>	<b>Acquisition of the Competence / Learning Outcomes Unit "To manage the professional activity of Winemaker Specialist in Italy"</b>	<b>24</b> (Theory 8 + Practice 16)	<b>3</b>
2.1 (B.2) - How to manage the professional activity of Winemaker Specialist	<p>Acquisition of the knowledge and skills needed to manage the professional activity of Winemaker Specialist.</p> <p>Knowledge:</p> <ul style="list-style-type: none"> <li>- Characteristics and features of the geographical, socio-cultural-economical, legislative context of the Italian country, with particular reference to the agriculture sector and winery operations field</li> <li>- Laws and standards for professional qualifications, such as Winemaker Specialist, and their long-lasting retention, with reference to regional and national regulations and to the overall panorama in Italy and European countries.</li> <li>- Reference National Labour Agreements.</li> <li>- Civil and criminal liability related to the activity of Winemaker Specialist. Ethical and deontological aspects.</li> </ul> <p>Skills:</p> <ul style="list-style-type: none"> <li>- To know and understand the characteristics and features of the geographical, socio-cultural-economical, legislative context of the Italian country, with particular reference to the agriculture sector and winery operations field</li> <li>- To know and understand the specifications for professional practice as Winemaker Specialist.</li> <li>- To fulfil the regulatory obligations and operate in full compliance with the deontological codes of reference: to know and manage the obligations of the professional activity of Winemaker Specialist; to negotiate the conditions of the professional activity, beginning with the applicable contractual system and economic incentives available to the customer; to know and apply the deontological codes – including those identified by common practice – during professional activity.</li> <li>- To know and understand the specifications of the various professional roles operating in agriculture sector and winery operations (reference activities, levels of responsibility, etc.), paying special attention to his own.</li> <li>- To identify his own strategy of sustainable professional activity as Winemaker Specialist.</li> </ul>	24 (Theory 8 + Practice 16)	3

<b>3 (B.2) - Communication in Italian</b>	<b>Acquisition of the Competence / Learning Outcomes Unit "To communicate in Italian (min. level B2 CEFR - Common European Framework of Reference for Languages)"</b>	<b>32</b> (Theory 8 + Practice 24)	<b>4</b>
3.1 (B.2) - Communication in Italian	<p>Acquisition of the knowledge and skills needed to communicate in Italian (min. level B2 CEFR - Common European Framework of Reference for Languages)</p> <p>Knowledge:</p> <ul style="list-style-type: none"> <li>- Knowledge of Italian language corresponding to level B2 CEFR (Common European Framework of Reference for Languages)</li> </ul> <p>Skills:</p> <ul style="list-style-type: none"> <li>- To use skills in Italian language corresponding to level B2 CEFR (Common European Framework of Reference for Languages) whilst exercising the professional activity</li> </ul>	32 (Theory 8 + Practice 24)	4